

**FREMONT BUDGET COMMITTEE****24 OCTOBER 2005****APPROVED 11/07/2005**

This meeting of the Fremont Budget Committee came to order at Present were members Charles Kimball, Peg Pinkham, Don Gates, Kevin Zukas, Mike Miller, Audrey Karamourtopoulos, Mark Wood, and Town Administrator Heidi Carlson.

Charles Kimball called the meeting to order at 7:15 pm. Some members had not received the August 8, 2005 minutes. Copies were made and members reviewed them.

To add to the minutes of August 8, 2005, Karamourtopoulos said she had stated what was attributed to her as it pertained to Wayne Copp building the remaining dugout (see page 1). She added to that after having talked to her husband, that Wayne Copp said he would build the dugouts, but that the retaining wall needed to be done first. Leon Holmes was apparently going to help with that (having the necessary equipment) and that Wayne would help with that as well.

Kimball moved to move the minutes of August 8, 2005 with that amendment. The motion was seconded by Karamourtopoulos. The vote was unanimously approved 7-0.

Members then reviewed the minutes for October 3, 2005. Motion was made to approve them by Pinkham. Wood seconded and the vote was approved 5-0-2 with Karamourtopoulos and Miller abstaining.

The Planning & Zoning budget was distributed to all members. The package included the planning and zoning boards now combined to one budget. The spreadsheet combined the current year numbers as well, for ease of comparison.

Carlson explained the greatest change in the budgets was the conversion of an approximate 25-30 hour position (currently being worked) to a full-time clerical position. There is more workload than can be kept up with in a part-time schedule, and this led to discussion of all of the development and projects ongoing in Fremont now. The budget for 2005 had been scaled back due to the availability of the existing personnel versus the anticipated workload.

The wage is proposed at \$13.50 with 30 hours in the budget through the end of March, and the 40 hour position to begin as of April 1, 2005. There was discussion about the job and personnel in the position, including fill-in help, over the past several years. The position will do all of the land use board clerical work, including the Conservation Commission, which has been practice for the past several years as well. There is an overall increase of about \$8,000 in wages to go from the current funding to full-time.

Miller questioned what plan was in place to cover vacation schedules of this position. Carlson answered that the board meetings are generally planned around that, and that a substitute can be found if necessary, but generally the Building Inspector or someone in the Selectmen's can help out for information, and that generally she plans vacations around the Board night meeting schedule. There are no funds budgeted specifically for that purpose. The position includes at least three meetings per month for the Planning Board, one to two for the zoning Board, and two for the Conservation Commission.

The only other change (aside from combining planning and Zoning, and the clerical) was the increase requested by the Planning Board for additional services in the Rockingham Planning Commission Circuit Rider Planner Contract. They are asking for an additional eight hours per month of technical and phone assistance. There was discussion about how that contract will be structured.

Carlson then presented the Conservation Commission budget, in a total amount equal to 2003 and 2004 of \$4,336. The clerical line has been removed, as it will be undertaken by the full-time land use board position. The Conservation Commission has reallocated those funds into their conservation project fund.

There were questions about the LUCT fund and what it was and what it could be used for. It was explained that the fund was primarily the comprised of revenue from Land Use Changes Taxes assessed, along with any residual from the annual appropriated Conservation Commission town budget. This explains the line item in the budget for

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Conservation Fund. The excess is charged here and a check given to the Treasurer to deposit into the separate fund. In response to questions, it was explained that the Selectmen have no authority over that fund, it is expended by vote of the Conservation Commission. The fund is governed in general by RSA 36-A, and additionally by the town meeting vote creating it several years ago. The Treasurer disburses the funds on order of the Conservation Commission vote.

Some additional information will be retrieved regarding that fund and expenses from it, as well as amounts of the LUCT put into it over the years.

At 8:00 pm Parks & Recreation members Renee King, Angelo Amengual, Deb Genthner joined the meeting. Copies of the 2006 proposed Parks & Recreation budget were distributed to members.

Renee King introduced the other members of the Commission and began reviewing the budget proposal. She highlighted the following:

- ◇ The summer program went very well this year, averaged 35-40 kids per week with fees at \$75 per child, reduced for the 2<sup>nd</sup> and 3<sup>rd</sup> child, etc.
- ◇ Robin Schew was back for the third year as director. She runs a good program. Currently the position is vacant as Robin has moved.
- ◇ Salaries are budgeted the same as 2005, using returning counselors and using volunteers, several returning members.
- ◇ The Program was held at the school this year, different from the prior year when it was held at the fields due to construction at Ellis School.
- ◇ Based on Robin's final report, some of the supply costs were adjusted.
- ◇ Two field trips per week, one to a state park (all on the state parks pass).
- ◇ Bus rental is the same, but left the money in there due to the increase in fuel costs.
- ◇ The Easter Egg Hunt is a great event, planning for Halloween for next year now that there are more volunteers on the Commission, and they are trying to add two new events, geared toward adults.
- ◇ They are hoping to have more volunteers and be able to do a Halloween party next year. The Christmas event is still planned for this year.
- ◇ Fields cost are starting to plane out, adding new things but many costs are just now for upkeep and build up some other items.
- ◇ One new item is a basketball court, which was part of the original plan for the park. Jon Benson did estimates for the basketball court and they are comfortable with the \$5,000 budget line.
- ◇ Playgroup is very popular, a good way for some of the new people to town to meet other kids and parents.

The total budget request is \$52,466; with projected offsetting revenues of \$17,800.

The budget spent to date is not fully up to date due to the purchase of some equipment currently on order.

There was discussion about the retaining wall at the rear field and the construction of the dugout. Jeff Rowell agreed to look at the area with Leon Holmes Jr to see about the retaining wall.

Renee King then discussed a warrant article to finish the playground. At this point, they will propose the article to be for \$10,000 but anticipate by the time of a vote in March, they would need less than that, and they will plan to amend the article down on the floor of Town Meeting by whatever additional sum has been raised by that time.

Parks & Recreation Commission members left the meeting at approximately 8:30 pm.

There was discussion about impact fees and whether or not it financially feasible to do another study and see about collecting them to offset other municipal capital costs.

Kevin Zukas left at 8:40 pm for a rescue call.

There was discussion about the replacement of fire apparatus and NFPA standards.

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Carlson then distributed the proposed 2006-2011 contract with Raymond Ambulance and the annual amount for 2006 distributed as a budget page. That request for 2006 is \$5,000.

Kimball indicated he may not be present for the next scheduled meeting.

The next meeting is scheduled for Monday November 7, 2005 at 7:00 pm.

With no further business to come before the Committee, a motion was made by Miller and seconded by Wood to adjourn at 9:00 pm. The vote was unanimously approved.

Respectfully submitted,

Heidi Carlson  
Town Administrator